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**Raffle & Bazaar Permit Questionnaire**

Please complete and return with your completed application.

Name and Address of your Organization: \_\_\_\_\_

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Is the organization a nonprofit / charitable organization as defined in MGL Ch. 271, Sec. 7A?

**Yes / No.** Please refer to the list below:

- a. Veterans organization
- b. Church or religious organization
- c. Fraternal or fraternal benefit society
- d. Educational or charitable organization
- e. Civic or service club or organization
- f. Club or organization organized and operated exclusively for pleasure, recreation and other nonprofit purposes, no part of the net earnings inures to the benefit of any member or shareholder

*A "public charity," must be in compliance with MGL Ch. 12 & 68.*

*A "**nonprofit**" entity has a **charitable purpose** and benefits an **indefinite** number of people.*

If not already on file with the Lexington Town Clerk's Office, evidence that your organization has obtained a nonprofit/tax exempt status in the Commonwealth of Massachusetts is required.

Has your organization been issued a raffle/bazaar permit from the Town of Lexington in the last 2 years? **Yes / No**

Has your organization filed an Annual Report with the Town of Lexington for the previous permits following expiration (1 year after the issuance of the permit)? **Yes / No**

*If you have not already done so, an Annual Report must be filed before the next permit may be issued.*

## **Raffle & Bazaar Permit Questionnaire (cont.)**

### **The APPLICATION**

- Do you have permission from the organization to seek a permit on their behalf? **Yes /No**
- Have three officers of the organization signed the application? **Yes / No**
  - The same three people will need to sign the annual report following the expiration of the permit.
- Have you indicated the use of the proceeds in detail? **Yes / No**

*If permit application information changes after being submitted, you need to inform us so the application can be evaluated with the new information.*

### **The EVENT**

Is bingo/beano being held at the bazaar? **Yes / No**

Is the event a Poker tournament? **Yes/No**

Is the event a Casino night? **Yes/No**

Is your organization aware of the law that applies to raffles and bazaars? (MGL Ch. 271, Sec. 7A) **Yes / No**

Have you reviewed Questions and Answers on Nonprofit Gaming Events? **Yes / No**

Have you reviewed the regulations, 940 CMR 12.00 (Regulations Governing Raffles) and 940 CMR 13.00 (Regulations Governing Bazaars), if they apply? **Yes / No**

- *Detailed information can be found on the Commonwealth of Massachusetts website [www.mass.gov](http://www.mass.gov) and then search 940 CMR 12.00 and/or CMR 940 13.00).*

### **The LOTTERY COMMISSION**

The Lottery Commission will send you information and forms about your tax requirements.

### **ANNUAL REPORT**

Within 30 days of the permit's expiration (1 year after the issuance), the organization must file 2 copies of a financial report with the Town Clerk certified by the 3 officers on the application and an accountant.